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This description of the probation-retention-disqualification policy at Santa Monica City College (Calif.) may provide guidelines for other institutions. A student may be placed on probation if he (1) has a GPA below 2.0 in all college units attempted, (2) is a transfer while on probation from or disqualified by another school, or (3) is readmitted after disqualification by SMCC. He may be removed from probation by improving his GPA, or by changing other applicable conditions. A probationary student can be disqualified if (1) with less than 60 units attempted, he has a deficiency of 15 or more grade points, (2) with 60-85 units attempted, he has a deficiency of 10 or more grade points, or (3) with more than 85 units attempted, he has a deficiency of one or more grade points. He may remain on probation if, with eight or more units attempted, he earns two or more grade points above 2.0 each semester, or if, with less than eight units attempted, he maintains a 2.0 average each semester. If dismissed for poor scholarship, he may ask for readmission after a lapse of one semester. His chance of readmission will be improved if (1) he has completed at least six months' military service, (2) he has worked in an area related to his SMCC studies, (3) he has satisfactorily completed studies at another school, (4) he has had professional counseling (vocational and educational) for a planned program at SMCC, or (5) his environmental conditions (financial, social, etc.) have improved enough to justify reconsideration. (HH)

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SANTA MONICA CITY COLLEGE

INSTITUTIONAL RESEARCH REPORTS

Survey of the Results of the College Probation - Retention - Disqualification Policy

by

James B. Fugle Jr.

JC 680 434

Admissions and Records Office
August 1968

UNIVERSITY OF CALIF.
LOS ANGELES

OCT 14 1968

CLEARINGHOUSE FOR
JUNIOR COLLEGE
INFORMATION

Effective - 1 April 1968

SANTA MONICA CITY COLLEGE
Probation and Dismissal Policy

A. Placement on Probation

A student will be placed on scholastic probation when:

1. He has a deficiency of grade points below a C (2.0) average in all college units attempted.
2. He is a transfer while on probation or disqualified from another college.
3. He is readmitted after disqualification from SMCC.

B. Removal from Probation

A student will be removed from probation when he no longer meets the requirements for being placed on probation.

C. Disqualification

A student, having been on probation, will be subject to disqualification when:

1. Less than 60 units have been attempted and there is a deficiency of 15 or more grade points.
2. 60-85 units have been attempted and there is a deficiency of 10 or more grade points.
3. Over 85 units have been attempted and there is a deficiency of 1 or more grade points.
4. Students who have grade point deficiencies greater than those stated in 1, 2, or 3 above will be continued on probation provided they meet one of the following conditions.

   (a) If 8 or more units are attempted, they earn 2 or more grade points above a C (2.0) average each semester; or
   (b) If fewer than 8 units are attempted, a C (2.0) average is maintained each semester.

D. Readmission after dismissal for poor scholarship

Petition for readmission consideration must be submitted to the Probation Committee prior to August 1 for fall, and January 1 for spring semesters. Petition forms may be obtained from the Records Office.

Students who, by maintaining a B (3.0) average, cannot raise their cumulative GPA to a C (2.0) average before 90 units have been attempted, will not normally be admitted to transfer programs.

One regular semester must elapse after dismissal for poor scholarship before a student is eligible to petition for readmission. The following experiences will enhance the student's opportunity for readmission after disqualification:

1. Completion of at least a 6 month term of military service.
2. Vocational experience in an area related to the desired studies at SMCC.
3. Completion of studies with recommending grades at another school: UCLA Extension Division, or correspondence course from UC Berkeley.
4. Completion of vocational and education counseling at a professional agency with a planned program at SMCC that is well supported by available data.
5. Clear evidence of changed environmental conditions, financial, social, etc. that would justify reconsideration.

STUDY

This study is an analysis of the results of the SMCC Probation-Retention-Disqualification Policy during and prior to the Spring 1968 Semester. A copy of this policy is attached as Appendix A.

Plan of the Study

Each student placed on probation at the beginning of a semester was given a code representing the reason for his probationary status. The reasons used were as follows:

Code 3 Returned to Probation: A student formerly on probation who was removed from probation and is now being returned to a probationary status.

Code 4: High School: First time college students who are non-high school graduates or who have earned less than a C average in high school. This code is no longer part of the SMCC probation policy, although a few readmissions are still classified here.

Code 5 New Probation, SMCC: A student being placed on probation for the first time because of deficiencies at SMCC.

Code 6 Continuing Probation: A student on probation the previous semester and continued on probation.

Code 7 Transfer Probation: A student transferring from another college and being placed on probation because of previous deficiencies.

Code 8 SMCC Disq. Readmit.: A former SMCC student readmitted after a previous disqualification.

Code 9 Transfer Disqualified: A student transferring from another college after disqualification at that college.

When the semester was completed, an end of semester decision was made. In addition, a count was made of students on probation who withdrew from school during the semester.

SPRING 1968

At the beginning of the Spring 1968 semester, there were 12,137 students officially enrolled in the college. (Enrolled at the end of the third week of classes.) Of these, 2986 (24.6%) were on probation for various reasons as indicated below.

Table I

Reason for Probation	Number	Percent
Returned to Probation	79	2.6%
New SMCC Probation	1361	45.6%
Continued on Probation	1259	42.2%
Transfer on Probation	52	1.7%
SMCC Disqualification - Readmitted	175	5.9%
Transfer Disqualified - Admitted	60	2.0%
Total on Probation	2986	100.0%

SUMMARY OF POLICY RESULTS
Spring 1968

At the end of the semester, a decision is made concerning the status of each student on probation. These decisions are tabulated below. Students are notified by messages printed on their grade reports. All disqualified students are given an opportunity for a personal interview concerning their problems. Many are reinstated and allowed to continue in school on probation.

Table II

Beginning of Semester Status		
Students enrolled	12,137	
Students on probation	2,986	24.6%
End of Semester Decision		
Removed from probation	477	16.0%
Continued on probation	1,628	54.5%
Subject to Disqualification	378	12.6%
(Reinstated after interview)	(75)	
Withdrew from school	503	16.9%
	2,986	100.0%

ANALYSIS OF "END OF SEMESTER" DECISION
FOR EACH TYPE OF PROBATIONARY STUDENT

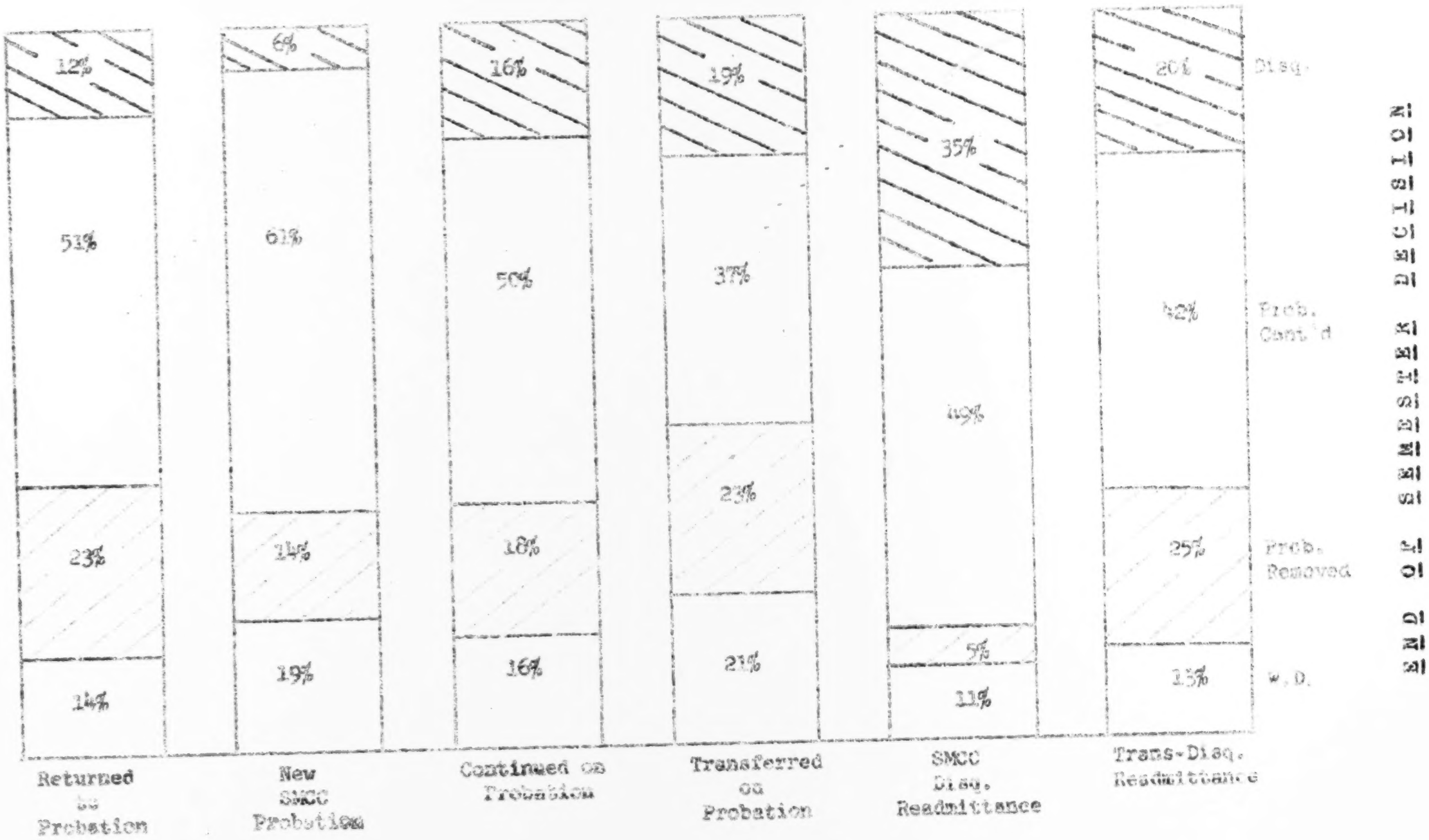
Table III

Beginning of Semester Reason for Probation	End of Semester Decision				
	School Withdrawal	Probation Removed	Probation Continued	Disq.	
Returned to Probation	11	18	40	10	79
	14%	23%	51%	12%	100%
New SMCC Probation	255	194	828	84	1361
	19%	14%	61%	6%	100%
Continued on Probation	199	230	630	200	1259
	16%	18%	50%	16%	100%
Transfer Probation	11	12	19	10	52
	21%	23%	37%	19%	100%
SMCC Disq. and Readmitted	19	8	86	62	175
	11%	5%	49%	35%	100%
Transfer Disq. and Admitted	8	15	25	12	60
	13%	25%	42%	20%	100%
Total	503	477	1628	378	2986
	17%	16%	55%	12%	100%

TABLE IIIA

Graph Showing the Kind of "End of Semester"

Decisions Made for Each Type of Probationary Student



SOME CHARACTERISTICS OF STUDENTS ON PROBATION
AND SUBJECT TO DISQUALIFICATION
Spring 1968

Table IV

	FULL TIME (12 or more units)		PART TIME (less than 12 units)		TOTAL	
	On Prob.	Disq.	On Prob.	Disq.	On Prob.	Disq.
FRESHMAN (0 - 29½ units completed)						
Transfer	36	6 (17%)	42	5 (19%)	78	11 (14%)
Readmitted	43	24 (56%)	65	17 (26%)	108	41 (38%)
Continuing	683	131 (19%)	1052	33 (03%)	1735	164 (09%)
Total	762	161 (21%)	1159	55 (05%)	1921	216 (12%)
SOPHOMORE 30 or more units						
Transfer	24	9 (38%)	17	0	41	9 (22%)
Readmitted	32	11 (34%)	50	10 (20%)	82	21 (26%)
Continuing	467	99 (21%)	427	32 (07%)	894	131 (15%)
Total	523	119 (23%)	494	42 (09%)	1017	161 (16%)
J.C. SPECIALS (A.A. or Higher)	3	1 (33%)	45	0	48	1 (02%)
TOTALS	1288	281 (22%)	1698	97 (06%)	2986	378 (13%)

Table IV gives information as to the varying effect of the probation-disqualification policy on different types of students. The characteristics of load, class, and entry status are separated. The number of students on probation at the beginning of the semester and those disqualified at the end are indicated. The percentages of those on probation who were disqualified is given for each category.

Example: 36 full time freshmen who transferred from another school were on probation during the spring semester. Of these students, 6 (or 17%) were disqualified in June.

It is interesting to note that the disqualification policy has gradually been changed to apply much more to the full time students than to the part time. 22% of the full time probationers were disqualified while only 6% of the part time probationers were disqualified.

Data concerning the results of the Probation-Disqualification Policy has now been collected for a period of three years. Because of changes in the policy itself, variations in data from year to year can be expected.

The following tables V, VI and VII display past experience with probationers and disqualified students. Data for the Spring 1967 semester is not available.

NUMBER OF STUDENTS ON PROBATION BY PROBATIONARY CATEGORY

Fall 1965 - Spring 1968

Table V

	SEMESTER				
	Fall'65	Sp'66	Fall'66	Fall'67	Sp'68
Entered from H.S. on Probation	790	281	791	18*	
Returned to Probation			18	65	79
New SMCC Probation	424	496	349	993**	1361
Continued on Probation	580	882	821	1127**	1259
Transfer on Probation	124	70	110	88	52
SMCC Disq-Readmit	116	200	163	137	175
Transfer Disq-Readmit	69	40	92	100	60
Total Probationers	2,103	1,969	2,344	2,528	2,986
School Enrollment	12,328	11,321	12,327	12,086	12,137

*Change of policy eliminated the practice of placing students on probation because of poor high school records.

**Change of policy placed students on probation for any grade deficiency instead of 8 or more grade points below a "C" average.

END OF SEMESTER DECISION

Fall 1965 to Spring 1968

Table VI

	SEMESTER				
	Fall'65	Sp'66	Fall'66	Fall'67	Sp'68
Removed from Probation	398	290	392	398	477
Continued on Probation	1089	943	1049	1216	1628
Withdrew from School	81	117	309	421	503
Subject to Disqualification (Reinstated after interview)	535	619	594	493	378 (75)
Total	2103	1969	2344	2528	2986

*Change of policy allowed students enrolled in less than 8 units to stay in school with a current semester GPA of 2.0.

TYPE OF PROBATIONARY STATUS OF DISQUALIFIED STUDENTS

Fall 1965 - Spring 1968

Table VII

	SEMESTER				
	Fall'65	Sp'66	Fall'66	Fall'67	Sp'68
Entered from H.S. on Probation	83	29	110	0	0
Returned to Probation			2	15	10
New SMCC Probation	142	146	71	122	84
Continued on Probation	203	303	273	275	200
Transfer on Probation	33	21	33	17	10
SMCC Disq-Readmit	58	111	80	43	62
Transfer Disq-Admit	16	9	25	21	12
Total	535	619	594	493	378